

TOWN OF SOUTHAMPTON

Department of Land Management
Building and Zoning Division
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ARB Expedited Review Submission Guidelines

ARB Expedited Review Fee \$1000

The following outlines the steps required to prepare and submit the ARB Review Form as part of the building permit **Expedited Review** process.

- Step 1:** Complete and submit [ARB EXPEDITED REVIEW FORM](#) along with all other required Building Permit materials to the Town of Southampton Building Division
- Step 2:** Revise your digital ARB Expedited Review Form to include Application/Receipt number received at the time of submission of the Building Permit application material to the Building Division as completed in **Step 1**.
- Step 3:** Upload the following required files in digital PDF format at www.southamptontownny.gov/ARB-Expedited-Review
- Completed ARB Expedited Review Form
 - Elevation Plans
 - Survey/Site Plan
- NOTE:** *Building Permit Expedited Review timeline will begin only when above referenced digital documents are received by the Town.*